

2004 - Record of Leave Used

Pay Period Beginning															Annual Leave			Sick Leave			Other			
	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Earned	Used	Balance	Earned	Used	Balance	Earned	Used	Balance	
Jan 11									H									4						
Jan 25																		4						
Feb 8									H									4						
Feb 22																		4						
Mar 7																		4						
Mar 21																		4						
Apr 4																		4						
Apr 18																		4						
May 2																		4						
May 16																		4						
May 30		H																4						
Jun 13																		4						
Jun 27									H									4						
Jul 11																		4						
Jul 25																		4						
Aug 8																		4						
Aug 22																		4						
Sep 5		H																4						
Sep 19																		4						
Oct 3									H									4						
Oct 17																		4						
Oct 31												H						4						
Nov 14												H						4						
Nov 28																		4						
Dec 12													H					4						
Dec 26						H												4						
Totals:																		104						
Example:	A = Annual S = Sick CE = Comp Time Earned CU = Comp Time Used L = Leave Without Pay H = Holiday						O/A = Other/Administrative Leave O/M = Other/Military O/R = Other/Restored Annual Leave Y = Credit Time Earned D = Credit Time Used						Using these codes, 3 hours annual leave used on Tuesday, January 27, would be reflected as 3A on first Tuesday of the pay period beginning January 25.											